

December 21, 2011

Texas Head Start Association

JOB OPPORTUNITY POSTING

Job Title: Lead Teacher/Supervisor

Employer/ Agency: Central Texas Opportunities, Inc.

Job Description: Responsible for all center activities (maintenance, security, provisions, staff supervision, and compliance of standards for Federal, State and Local guidelines). In addition instruct Head Start children in classroom. Write and implement lesson plans for each program year according to curriculum, maintain all documentation of children, coordinate parent activities with Family Services Coordinator, assume responsibilities for all classroom activities, and functions (supplies, materials, and equipment).

Qualifications: One of the following qualifications is needed: 1) BA/BS in Early Childhood Education, with 12 college credit hours in child development, six credit hours of business management and one year of experience in a licensed child care facility, 2) Related BA/BS degree with Early Childhood Endorsement and six credit hours of business management, twelve credit hours in child development or closely related field and one year experience in a licensed child care facility, 3) AA degree in Child Care Technology and six college credit hours in business management and two years experience in a licensed child care facility, or 4) Child Development Associate (CDA) credential with six college credit hours in business management and two years experience in a licensed child care facility. A waiver may be requested for the first 180 days of employment for the six credit hours of business management and for the Early Childhood Endorsement. *Licensing accepts paid or unpaid time teaching or working directly with children in a public or private accredited school grades Pre-K through third or one year of post-graduate study in child development, early childhood education, or a closely related field.*

Hours: Monday - Friday

Salary: \$27,890.00/yr. (w/BS)

Send your resume and cover letter to: Central Texas Opportunities, Inc.

Attn: Paulette Ratto

Address: P.O. Box 820

City, State, Zip: Coleman, TX 76834

Telephone: 325-625-4167

Fax: 325-625-3335

E-mail Address: paulette@ctoinc.org

Application Method Preferred: mail, email or fax

Opening Date: **Deadline:** January 6, 2012

*If your response to this job posting results in successful employment, please email THSA at webmaster@txhsa.org with the hiring details of your new job opportunity.
Thank you*